

The Lunch Line

Bureau of Nutrition Programs and
School Transportation

Please route to:

☐ Food Service Director
☐ Kitchen Staff

☐ Record Keeper
☐ Principal

☐ Superintendent

☐ _____

Published in September, November, January, March and May

May, 2005

Gearing Up for the 2005 Summer Food Service Program (SFSP)

Signs of spring such as green grass, emerging flowers and cool fresh air, tell us summer, and SFSP, will soon follow.

Preparation for the 2005 SFSP is in "full gear" with SFSP Sponsors submitting their applications to the State agency by May 13th, identifying their serving sites, planning for staffing needs, planning menus and ordering commodities.



There are many benefits to children and school districts from SFSP participation such as happier, well-fed children, nutrition, enrichment and educational opportunities, summer employment and additional commodities for school food services choosing to receive them.

Commodities are a small part of the benefits an eligible sponsor will receive when participating in the SFSP. The number of students participating in your school's SFSP determines the dollar amount allocated to each school SFSP Sponsor.

Several items offered this year include canned apricots, frozen apricots, mozzarella cheese, cranberry sauce, whole frozen eggs, all-purpose flour, bread flour, vegetable oil, canned orange juice, peanut butter, frozen French fry potatoes, pudding, raisins, shortening and walnuts. In the summer of 2004 the State of Iowa issued 1,089 cases of commodities or 17,600 pounds of food to 28 participants. This year (2005) the State of Iowa will distribute 1,680 cases of commodities or 45,448 pounds of food to 32 participating school sponsors. Commodities are being delivered in April of 2005 for use in the programs during the summer of 2005.

The 2005 SFSP in Iowa has the potential for continuing a healthy growth trend in statewide participation (2004 was 18% over 2003 and 2005 growth may be more than 20% over 2004). SFSP growth reflects your compassionate commitment to our children; 2005 SFSP Sponsors are to be commended for their participation as sponsors.

Continued on Page 2

Inside this issue:

Gearing Up for the 2005 Summer Food Service Program (SFSP)

Free and Reduced Price Meal Application and Verification Changes

Upcoming Workshops and Trainings

Local Wellness Policy and Offer Vs Serve

Team Nutrition Summer Events

HealthierUS

National Conference Opportunities

2005 National School Lunch Week

Tidbits from Julia

Commodity News

End of the Year Things-To-Do List

Summer Storage

Check Out the Library

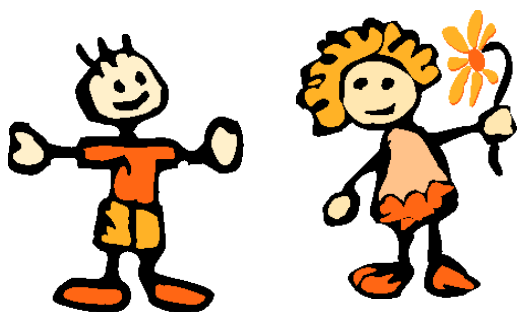
School districts that are considering 2006 SFSP sponsorship are encouraged to begin planning soon. You are encouraged to contact 2005 SFSP Sponsors for better understanding of the joys and challenges of beginning and sustaining an SFSP sponsorship. Visit one or two SFSP 2005 Sponsors and see the program in action. Ask the 2005 Sponsor if they will be your mentor.

A list of 2005 SFSP Sponsors is available upon request from the State agency after June 1, 2005. 2005 SFSP Sponsors will be recognized in subsequent Lunch Line newsletters.

Your 2005 SFSP is encouraged to increase public awareness about the best qualities of SFSP by promoting and celebrating SFSP during the National SFSP Week of June 5-11, 2005. Plan special, fun events for children at your serving sites, submit news media releases, invite the news media to your SFSP activities, and conduct any other efforts to promote public support of your SFSP.

For more information about the SFSP, please contact Rod Bakken, SFSP Lead Consultant, Bureau of Nutrition Programs and School Transportation, Iowa Department of Education, Grimes State Office Building, Des Moines, Iowa 50319-0146. Phone (515) 281-4760 or email: rod.bakken@iowa.gov

Welcome to the Summer Food Service Program.
"It's Cool"!!!



Free and Reduced Price Meal Application and Verification Changes

The Reauthorization of the Richard B. Russell National School Lunch Act and the Child Nutrition Act of 1966 impacted the operation of the School Meal Programs. Changes in the Free and Reduced Price Meal application process and the Verification process for 2004-2005 and 2005-2006 are highlighted below.

Free and Reduced Price Meal Application Changes in 2004-2005:

1. Year long eligibility for free and reduced price students. Households no longer need to report:
 - a. a change in household income
 - b. a reduction in household size
 - c. if they no longer receive Food Assistance or FIP.
2. Eligibility stays in effect for a maximum of 30 days after the first operating day in the following school year or when a new determination is made in the new school year.
3. Year long eligibility does not apply to households that were given "temporary approval."
4. Categorical Free eligibility was extended to runaway youth, migrant youth and homeless youth.
5. Privatized military housing allowances are excluded from income eligibility determination on a permanent basis. This income exclusion is only for service members living in housing covered under the Military Housing Privatization Initiative. It is not an allowable exclusion for households living off-base in the general commercial/private real estate market.

Changes in 2005-2006

1. Revised Free and Reduced Price Meal Application.
2. Mandates use of household applications. One application per household.

3. Income frequency/conversion. If a household has one income source or the same frequency from several sources the district will use that frequency of the income guideline. If a household reports only weekly income then the School Food Authority (SFA) will use the weekly income guideline. If the households report income from more than one frequency (weekly and every two weeks), then the preferred method for the SFA is to annualize all income. SFA's will no longer convert weekly/very two weeks/twice a month income to a monthly income.
4. Households must be informed on the free and reduced price meal application/parent letter that WIC participants may be eligible for free or reduced price meals.

Verification

Changes in 2004-2005

1. Households could provide documentation of income for any point in time between the month prior to application and the time the household is required to provide income documentation.
2. SFAs were required to submit verification results via the web based Verification Summary Reporting Form.

Changes in 2005-2006

1. Prior to starting the verification process, the SFA shall ensure that the initial eligibility determination is reviewed. An individual other than the individual making the initial eligibility determination must review the application.
2. The SFA must provide all households selected for verification with a telephone number that they may call for assistance. The call must be free to all households in the SFA.
3. The SFA is required to contact households selected for verification that do not respond.
4. The sample size must be determined by October 1. In the past it was October 31.
5. Verification must be completed by November 15. In the past it was December 15.

6. Method of selecting applications to verify has changed. A district will use either the Basic Sample Size or the Alternate Sample Size.
 - a. Basic Sample Size: Applications are drawn from "error prone" applications. The "error prone" sample is selected from income applications with a total household income within \$100.00 monthly or \$1,200.00 annually of the Income Eligibility Guidelines.
 - b. Alternate Sample Size: Districts must meet the criteria to select Alternate Sample Size. If a SFA meets the criteria, they will use either the random method for application selection or the "error prone" (current Focused Method) for application selection.

SFAs may reduce their verification efforts by qualifying for the alternate sample size. It is important for the SFA to be aware that qualifying for the Alternate Sample Size under the new verification procedures in 2005-2006 is dependent on the non-response rate the SFA had in 2004-2005.

Additional information on Verification will be sent to the SFA in early summer.

The USDA prohibits discrimination in its programs and activities on the basis of race, color, national origin, gender, age or disability. Persons with disabilities who require alternate means for communication of program information (Braille, large print, audiotape, etc.) should contact the USDA's TARGET Center at (202) 720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue, SW, Washington, D.C. 20250-9410 or call (202) 720-5964 (voice and TDD).

USDA is an equal opportunity provider and employer.

Migrant Youth Status Determination

One of the changes as a result of Public Law 108-265 was a new provision that made migrant children “categorical eligible” for free meal benefits. The household does not need to complete a free and reduced price meal application for their children to receive free meals. Migrant students will automatically be eligible to receive free meals based on their determination as a “migrant” student. For the purpose of this new categorical eligibility provision, the term “migrant child” means a child meets the definition in Sec.1309(2) of Title I, Part C of the Elementary and Secondary Education Act – that is, one who has been identified and documented as an eligible migrant child by the State Migrant Education Program (Donna Eggleston). As a result of this provision, there will be a new process in 2005-2006 to certify a student as a “migrant child.” The Certificate of Eligibility (COE) will be sent directly to Donna Eggleston at the Department of Education (DE). She will review the information and send a response to the district. The COE will no longer be sent to the AEA and then forwarded to the DE. You can reach Donna Eggleston at:

Donna Eggleston, Consultant
Title I and Migrant Education
515-281-3999 or donna.eggleston@iowa.gov

After the district receives confirmation of “migrant child” status the local district official may either complete the free and reduced price meal application on behalf of the student or send written notice to the individual responsible for the free and reduced price meal determination. When completing an application the local district official will make a notation on the application that the student is a “migrant child” and sign the application. A written notice must include the student’s name and a statement that they have been identified as a “migrant child.” Questions may be directed to:

Patti Harding, Lead Consultant
School Meal Programs
515-281-4754 or patti.harding@iowa.gov

Upcoming Workshops and Trainings

Don’t Forget! — Summer Short Courses

Summer will be coming....soon, we hope. Please plan to spend some time with us, learning and having fun. Summer Short Course information and registration forms are available on the Bureau web site

<http://www.state.ia.us/educate/ecese/fn/shortcourses>.

To meet the demand for information, two additional one-day sessions of HACCP Basics will be offered August 2 and 3, at MacKay Hall, Iowa State University. To secure your spot in any workshop, please register as soon as possible!

Healthy School Meals Initiatives (SMI) Workshops

The primary goal of the School Meals Initiative for Healthy children is to ensure that schools receive the necessary technical assistance and resources to help schools meet nutrition standards. These workshops, a repeat of the spring SMI workshops are planned for this fall in Fairfield, Ft. Dodge, Marshalltown, Maquoketa, and West Union. Specific dates and times will be posted on the Bureau's web site and in the September issue of the Lunch Line.

Free and Reduced Price Meal Application and Verification Training Session

The Free and Reduced Price Meal Application and Verification Training Session is scheduled for August 1, 2005 from 1:00 p.m. – 4:30 p.m. The training session will take place over the ICN. Site locations and registration form will be sent to the School Food Authority in early summer.

“Emergency Preparedness: Safe Food In Our Schools” will be presented for schools at no cost by Sam Beattie, Iowa State University and Dr. Ann Garvey, Iowa Homeland Security and Emergency Bureau. The dates for the program will be June 7, 2:30-4:30 p.m., and June 9, 9:00-11:00 a.m. If you have any questions about this ICN session, contact Sam Beattie at (515) 294-3357 or email him at beatties@iastate.edu. Additional information can be found on the Bureau web site at www.state.ia.us/educate/ecese/fn

Local Wellness Policy



To help combat childhood obesity, Congress passed a law requiring each local educational agency participating in USDA's school meals programs to establish a local wellness policy by the beginning of School Year 2006-2007.

Congress recognizes that schools play a critical role in creating a healthy environment for the prevention of childhood obesity, creating a healthy environment for combating problems associated with poor nutrition and physical activity. The law places the responsibility of developing a wellness policy at the local level so the individual needs of each school district can be addressed. Recently, joint letters explaining the requirements of local wellness policies were signed and endorsed by the three federal agencies and were sent to the chief state [school officers](#) and [district superintendents](#).

Resources that may assist schools in developing a local wellness policy can be found at <http://www.fns.usda.gov/tn/Healthy/wellnesspolicy.html>.

Please see the article on Team Nutrition Summer Events for information on training to be offered to support Local Wellness Policy development.

Offer versus Serve is a training manual for school districts to use with their schools. It contains training packets for traditional food-based, enhanced food-based, and nutrient standard menu planning. It also contains a resource pack with a reference guide, a CD of print materials, and a film overview of each menu-planning option in VHS and DVD formats. The training manual will be distributed to school districts in the fall.



Please be on the lookout for the updated Offer versus Serve resource and put it to use immediately!

Team Nutrition Summer Events

There are several events to keep in mind as you are planning your summer and thinking about next fall start-up. The first event is:



Team Nutrition and Iowa Partners for Healthy Kids workshop on Healthy School Environments

A part of the workshop will provide Community and School Partners with a work session to prioritize local goals and identify resources to use in their schools and communities. **Teams attending with 3 or more members from different backgrounds will be eligible to receive bonus resources to support healthy eating and being active.** School teams will also be eligible to apply for a Team Nutrition mini-grant. The workshop will be on

July 21, 2005
Iowa State University,
Scheman Center, Ames.
8:00 a.m. registration
8:30 a.m. -2:30 p.m. workshop

There is no charge for this workshop, but pre-registration is needed.

*Credit will be available for certified ISFSA/SNA members, dietitians and nursing CEU's has been applied for by IBON #94 for .6 credits.

The registration form is available at the Bureau of Nutrition Programs and School Transportation web site under the Training sidebar: <http://www.state.ia.us/educate/ecese/fn/training/index.html> The goal of the workshop is to help community partners, health leaders, family and consumer science teachers, food service directors, parents, school board members, and school staff identify resources and ideas that work to provide healthier options for our children. Working together, communities and schools can create a healthier nutrition and physical activity environment.

A second opportunity for training is on the **Local Wellness Policy** regulation. Recently you received a joint letter from three Federal agencies regarding the Local Wellness Policy requirement.

The following web site <http://www.fns.usda.gov/tn/Healthy/wellnesspolicy.html> contains a more detailed description and sample policies. The trainings listed below are being held via the ICN through K-12 Connections and are provided free of charge by IPTV.

Register Online starting Monday, June 20, 2005!

**Introduction to Local School Wellness Policies
August 16 and 17, 2005**

9:00-10:00 a.m.; 10:15-11:15 a.m.; and
1:00-2:00 p.m. each day

This session introduces the 'what' and the 'why' of school wellness policies. School personnel meet panel members to explore what the policy means for Iowa schools and answer questions about how the policy may be shaped and implemented by local districts.

Audience: All school personnel

To register for this session, go to

http://www3.iptv.org/iowa_database/event-detail.cfm?ID=5620

**School Wellness Policy Process
August 18 and 19, 2005**

9:00-11:00 a.m. and 12:30-2:30 p.m. each day.

This session helps local teams with the 'how' of developing and implementing local school wellness policies. Members of local teams of educators, parents, students, representatives of the school food authority, the school board, school administrators, the public and other stakeholders meet panel members to discuss the process of development and implementation of establishing local wellness policies

Audience: All members of local school wellness policy teams

To register for this session, go to

http://www3.iptv.org/iowa_database/event-detail.cfm?ID=5616

Panel members for these sessions will include physical activity and nutrition experts, representatives of various state agencies, and staff members of the Iowa Department of Education.

HealthierUS

An award opportunity for all schools includes the HealthierUS School Challenge. This award is provided by the USDA and has a Gold and Silver certification levels. The application packet, criteria, and the self assessment process for this award can be found at: <http://www.fns.usda.gov/tn/HealthierUS/index.htm>

The HealthierUS initiative is based on the premise that increasing personal fitness and becoming healthier is critical to achieving a better and longer life. HealthierUS promotes four keys for a healthier America:

- Be physically active each day.
- Eat a nutritious diet.
- Get preventive screenings.
- Make Healthy choices.



To learn more about HealthierUS, visit www.healthierus.gov. Applications for this award are to be submitted to the Bureau of Nutrition Programs and School Transportation. Awards may be submitted at any point and time during the year.

National Conference Opportunities

School Nutrition Association Conference

The annual National Conference (formerly ASFSA) will be held July 17 – July 20 in Baltimore, Maryland with the theme “The Place for Face-to-Face!” The School Nutrition Association Conference is the largest meeting of its kind in the nation for the child nutrition industry, with over 400 exhibitors and more than 90 quality education sessions. For more information check out the following web site: <http://www.asfsa.org/anc05index.asp?id=1068>

FNS National Nutrition Education Conference

USDA is sponsoring the 2nd National Conference for all Food and Nutrition Service Programs, September 12-14 of this year in Arlington, Virginia. The theme “Nutrition Connections: People, Programs, Science, Community,” embodies the conference’s focus on leveraging the strengths, energies, and resources of FNS’ nutrition assistance programs, and their partners through collaboration. For more details on program content, how to register to attend, pre and post conference meetings go to:

www.fns.usda.gov/nutritionconference

National School Lunch Week

October 10-14, 2005

2005 National School Lunch Week Menus

I'm With the Band

- ♪ Taco Tater Maracas
- ♪ Saxophone Salad
(Corn, Pepper & Rice)
- ♪ Brass Berry Ice
- ♪ Maestro Milk

Jukebox Hero

- ♪ Rappin' Turkey Wrap
- ♪ Soul Salad
(Lettuce Cucumber)
- ♪ Pop Pineapple and
- ♪ Country Coconut
- ♪ World Music Wafers
(Vanilla)
- ♪ Punk Jell-o
- ♪ Musician Milk

Sing for Your "Supper"

- ♪ Soprano Spaghetti Pie
- ♪ Bass Bread (Garlic)
- ♪ Soloist Salad
- ♪ A capella Applesauce
(Cinnamon)
- ♪ Baritone Brownie
- ♪ Minstrel Milk

All That Jazz

- ♪ Piano Potato Pizza
- ♪ Cool Carrot Sticks and
- ♪ Bebop Broccoli
- ♪ Ragtime Ranch Dressing
- ♪ Jazzy Chocolate Pudding
- ♪ Modern Milk

Noteworthy

- ♪ Scaled-Up Sandwich
- ♪ Key of B Beans (Green)
- ♪ Symphony Salad (Apple)
- ♪ F-sharp Fruit Pop
- ♪ G-clef Graham Crackers
- ♪ Melody Milk

School Lunch: It's Instrumental is the theme for National School Lunch Week (NSLW) in October of this year. Use NSLW to capture the attention of your audience and share how school lunch is an instrument of change for children. Whether it's your own staff, the customers you serve, school administrators or parents, musical talent is all around you, just waiting to be discovered. Investigate your local ensembles—from the high school band to the symphony orchestra.

Celebrate National School Lunch Week (NSLW), October 10-14, 2005. Along the way, you can increase participation, show your community the true importance of school meals and communicate all the advantages of a morning meal.

Later this spring you will be able to access the annual online public relations toolkit and official NSLW web site at www.schoolnutrition.org. You will find activities and promotional resources, which include:

- Two sided informational and fun flyer that can be ordered or downloaded
- Promotion toolkit featuring templates that will help you toot your own horn
- Downloadable student activity sheets that are fun and educational
- Just the facts: a sheet all about the School Lunch Program, suitable for parents and teachers

The suggestions you find on the web site can be used as described, or help inspire your own ideas. Remember, good nutrition and physical activity go hand in hand. Music makes exercise more enjoyable! Work with your physical education teacher to add a soundtrack to physical activities. Aerobics, dance and musical chairs are all ways to jazz up a workout.

For menus, recipes and activities visit the School Nutrition Association's web site at www.schoolnutrition.org to assist you in developing excitement about your NSLW celebration.

Recipes for the NSLW menus can be found at in the April 2005 issue of the *School Foodservice & Nutrition* magazine.

Tidbits from Julia

Reauthorization Changes Continue

A number of changes passed with the reauthorization of the Child Nutrition Programs last summer were not effective until the 2005-2006 school year. Many of these changes relate to the process for verification of free and reduced price meal applications. Some of these changes are highlighted in this issue of the Lunch Line. More detailed information will be provided through mailings and training to be offered August 1 over the ICN. Plan now to attend!

A couple of changes have occurred in the area of food safety. First schools participating in the School Meal Programs will now be required to have two food safety inspections, to post inspection results, and to report inspection information to the Bureau. As of this writing the Bureau is still awaiting guidance as to the details of the "HACCP type" system that schools will need to put in place for food sanitation and safety. Information as to the specific USDA requirement, timelines, and training as appropriate will be provided once the requirements are known. In the meantime, if you aren't familiar with HACCP (Hazard Analysis and Critical Control Point system) you might want to consider registering for one of the three beginning level HACCP Short Courses to be offered this summer. It would enhance your knowledge and skills, and support the implementation of maximum sanitation and safety procedures, even though the specific USDA requirements are not yet known.

Another change requires offering fluid milk in a variety of fat contents. The requirement for consideration of prior year preferences is dropped. The law also prohibits restrictions on sale of milk on school premises or during school events.

Although the requirement for a Local Wellness Policy does not have to be in place until the first day of the school year beginning after June 30, 2006, school districts will need to be working on this during the upcoming school year. The law includes requirements as to who must be involved in the process, what must be addressed as well as monitoring for implementation. Check out the USDA web site for additional information and be sure to register for one of the upcoming ICN sessions as noted in the Team Nutrition article.

Bureau of Nutrition Programs and School Transportation

USDA's New Food Guidance System

MyPyramid, a new symbol and interactive food guidance system, replaces the Food Guide Pyramid. "Steps to a Healthier You", the central message of the new MyPyramid, is part of an overall food guidance system that emphasizes the need for a more individualized approach to improving health.



MyPyramid incorporates recommendations from the *2005 Dietary Guidelines for Americans*, which was released by the USDA and Health and Human Services in January. The *Dietary Guidelines* provide

authoritative advice for people two years of age and older about how proper dietary habits can promote health and reduce the risk of major chronic diseases. MyPyramid was developed to carry the messages of the *Dietary Guidelines* and to make Americans aware of the vital health benefits of simple and modest improvements in nutrition, physical activity, and lifestyle behavior. If you haven't checked it out yet, I would encourage you to develop personalized recommendations of the kinds and amounts of food to eat each day, by going to www.MyPyramid.gov.

A child-friendly version of MyPyramid, for teachers and children 6-11 years old, is being developed with targeted messages about the importance of making smart eating and physical activity choices. It is anticipated these resources will be available for use early next school year.

Training Opportunities

A variety of professional development opportunities are being co-sponsored by the Bureau between now and the start of school next fall. Check this issue of the Lunch Line and/or the Bureau web site to learn more. Make plans now to take advantage of these opportunities to enhance your professional skills and knowledge. There is something for everyone!

I would also encourage each of you to attend the School Nutrition Association Iowa State Conference to be held June 28-29, 2005 in Council Bluffs. The conference program is excellent, the exhibits provide an opportunity to be introduced to new products and to ask questions of vendors, and of course the opportunity to network with other school food service program staff provides another opportunity for learning. I hope to see you there!

Visit the Bureau's Web Site at www.state.ia.us/educate/ecese/fn

May '05

Commodity News

The Iowa Commodity Food Distribution Program is planning on combining its regular “Commodity Day” with the Iowa School Nutrition Association Iowa (SNAI) State Conference in Council Bluffs on June 29, 2005. The purpose of this event is to identify new and current processed commodity items that will be available to Iowa schools for the 2005-06 school year. These products have been selected and approved by the Iowa Commodity Advisory Council. Each processor booth will be identified with a commodity sticker/sign, letting you know this is an approved 2005-06 product. CN labels and fact sheets on each product should also be available. New processed fact booklets are being developed. Approximately 60 processed products will be offered.

Since this is part of the SNAI state conference there is a \$20 fee for members and non-members to attend the Exhibits Only on Wednesday, June 29th. You may obtain a registration form from:

Cheryl Heidenschcer, SNAI, 801 South 16th Street
Council Bluffs, Iowa 51501, 712-328-6420
cheiden@cbscd.org

Commodity Advisory Council Members Complete Terms

The Bureau of Nutrition Programs and School Transportation wishes to thank the following individuals as they complete a three-year term:

Edie Hambright, Iowa Falls
Connie White, Davis County
Nann Canfield, Regis Middle School
Stephanie Dross, SE Polk
Candy Anderson, South Hamilton

The 2004-2005 Council was instrumental in helping with the selection of new processed commodity food items that are lower in sugars, fats, and salt. The nature of processed foods is to be relatively high in these ingredients. This year’s Council was co-chaired by Connie White and Stephanie Dross. The Council was also responsible for putting together a “Commodity Awareness Day” at the Iowa School Food Service Association Annual Conference in Des Moines last summer.

If anyone is interested in serving on this Council, please contact Mary Jo Clark at 515-281-4751 or Dean Flaws at 515-281-4032. We are asking new members to make a three year commitment and that you have not served on this council in previous years.

2005-06 First Commodity Delivery Information

The first commodity food distribution is being planned to begin on approximately August 15, 2005. Since this is a little earlier than in past years, you may not see an abundance of Group A foods (especially ground beef) available. A lot of these items don’t get into the State before mid-September. Those items should be available on all other deliveries. Group A items would include: ground beef, chicken, some fruits/vegetables, potato products, and tomato products. Most of our regular Group B items (flour, cheese, oil, etc.) will be available on the first release along with all the processed items (that will be available all year long.)

This first delivery will be called (6A) and we are planning on getting these new year order forms to you in May 2005. If we can collect all of next year’s first orders in **May**, we won’t need to mail anything in the summer. It is sometimes impossible to get all orders collected in the summer. **We will try to have these available on the web by May 13. Please return before the (2004-05) school year ends.**

Commodity Values for 2004-05 can be found at

www.state.ia.us/educate/ecese/fn/commdist/values

**Iowa State Commodity Advisory Council
Meeting Minutes can be found at**

www.state.ia.us/educate/ecese/fn/commdist/council

Six Deliveries in 2005-06

Iowa is planning on six (6) deliveries for the 2005-06 school year. The state of Iowa currently has six (6) distributions per year.

The new schedule will look something like this:

| | |
|------------------|-----------------|
| 6A= August 15 | 6D= January 2 |
| 6B= September 26 | 6E= February 13 |
| 6C= November 14 | 6F= March 27 |

It takes approximately five (5) weeks to deliver all 570-school sites each delivery cycle.

End of the Year Things-To-Do List

It's almost time to close the book on another year of school food service. Wasn't it great making all those good meals that your students relished and enjoyed?



Before you turn the key in the door for the last time this year, here are a few things that need doing before the next school year rolls around again:

- ✓ Are your meal prices reflective of your actual costs? If not, decisions should be made early so that families in your community can be notified of any price changes. Does a price change require Board action? Does this go in the student handbook? Keep in mind the time it takes to complete these steps.
- ✓ Are you contemplating making changes in your policies for allowing meal charges? Or are they not included in the student/parent handbook of school procedures? Now is the time to revisit those policies and be sure they are included.
- ✓ Will you be making changes in the way meals are served, such as extending offer vs. serve to younger grades? This will change the way your kitchen operates and children and teachers will need information and time to adjust.
- ✓ Are you changing the way meal counts are taken? Remember staff training!
- ✓ Will you be making changes in vending, concession sales or a la carte sales? Administrators, teaching staff and support staff all need information about this BEFORE the first day of school.
- ✓ Are you changing your menu planning system? Do you need to spend some time reviewing and updating recipes, purchasing processes, and such? How about new equipment? Will your staff be ready for it?
- ✓ Changes in the 2005-06 free and reduced meal prototype application will need to be implemented. Will you be changing the way you

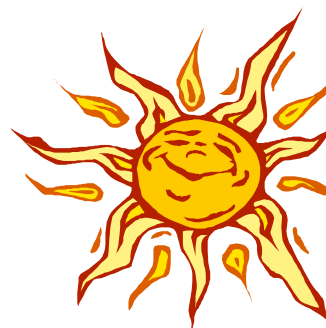
process free and reduced price applications?
Centralizing this task will improve accuracy....

- ✓ Changes in verification for school year 2005-06 will require earlier completion of this task. Will you be ready?
- ✓ Is your storage adequate, secure and reliable for the summer? Is someone assigned to regularly check refrigeration and freezer unit temperatures during the summer?
- ✓ Wellness committees can be meeting and discussing how to develop your local policies and plans. No need to wait until the leaves are falling!
- ✓ Summer short courses are many and varied. Is someone getting ready to retire? Do you need to be training someone to move up?
- ✓ National School Lunch Week is October 10-14, 2005. What kind of fun celebrations can you concoct?

And a couple of reminders for all year round:

- 1) USDA requires schools to buy American. Remember local producers when selecting produce and other delicious things for your program.
- 2) Schools are no longer required to offer certain varieties of milk, although you must offer a choice, and
- 3) Foods of minimal nutritional value may not be sold during meal service periods in the meal service area or in the area where students are eating.

Have a safe and restful summer!



SUMMER STORAGE

Now is the time to make arrangements to store Commodities properly during the summer months.

Following is a checklist to assist you.

ALL FOOD ITEMS

- ☐ Check all food to be sure it is in good condition.
- ☐ Repackage broken lots of food (flour, sugar, rice, etc.) in plastic or metal containers with tight-fitting lids. Flour, rice, powdered milk, prunes, raisins, and figs can be refrigerated or frozen to help maintain quality.
- ☐ Dispose of any bulging or leaking cans.
- ☐ Make a record of all food that is placed in storage. Use this food first in the fall.
- ☐ All storage areas and units should be thoroughly cleaned.

DRY FOOD STORAGE

- ☐ Keep storeroom cool and dry. Maintain temperatures at 50° to 70° F.
- ☐ Keep storeroom well ventilated. Make some provision for airing the storeroom several times during the summer months.
- ☐ Consult the local health department or a reputable licensed exterminating or fumigating company regarding the use of insecticides and fumigants. Keep the storeroom rodent and insect proof.

FREEZER/REFRIGERATED FOOD STORAGE

- ☐ During the summer months when schools are closed, it is best to transfer foods requiring freezer storage to a locker plant or commercial cold storage plant.
- ☐ Consolidate food into as few freezer/refrigeration units as possible without overcrowding.
- ☐ All freezer/refrigeration units that are emptied for the summer should be disconnected and the doors propped open to prevent accidental closing.
- ☐ Make provisions for a daily inspection of freezer/refrigeration units to ensure:
 1. Proper temperatures are maintained. Refrigeration between 32° and 40° F. Freezer 0° F or below.
 2. The temperature gauges are in working order. (Check inside the units)
 3. A daily log has been developed and placed on the freezer and/or refrigeration units to enable maintenance personnel to record temperature readings and inspection.



Check Out the Library!!

Resources from the Bureau include the use of a lending library. Videos, DVDs, reference books, cookbooks, curriculum and children's books are available on loan to schools without charge, other than the cost of return mail. If you are looking for something in particular, contact Mary Jo Clark at 515-281-4751 or email MaryJo.Clark@iowa.gov. She can also assist you in locating similar resources if the desired resource is not available. Here are some of the resources available:

From the Bureau Lending Library--Videos

Information on Food Safety

V0247 The Food and Drug Administration's

Dirty Little Secrets: Kitchen Food Safety

Although the kitchen may look clean, it is crawling with million of microscopic germs you can't see, smell, or taste. This video gives tips on how to shop, how to store groceries once you get home, and how to handle and prepare foods correctly.

V0204 Quick Consumer Guide To Safe Food Handling

Improper handling and preparation of food can result in foodborne illness. This video covers shopping, storing, preparing, cooking, and serving strategies for eliminating foodborne illness.

From the Web:

These web sites offer information on starting and sustaining successful Summer Food Service Programs.

★ **Information on Simplified Summer Food Service Program on Food Nutrition Web Site**

<http://www.fns.usda.gov/cnd/summer>

★ **Information on Simplified Summer Food Service Program on FRAC Web Site**

http://frac.org/html/federal_food_programs/programs/sfsp.html

★ **Information on Local Wellness Policy Development**

<http://www.fns.usda.gov/tn/Healthy/wellnesspolicy.html>

From the Bureau

Investing Meal Costs and Meal Pricing

Cost Control for Food Service Managers Manual

Cost control is one of the basic functions of managing a food service program. Management is concerned with many things, but controlling costs is basic to survival. It is imperative that Food Service Directors and Business Managers understand and learn the basics to operating a self-supporting food service program. This manual covers financial reports, determining revenue, income, expenses, labor costs, control costs, and developing and maintaining a budget.

Multimedia Reservation Form Bureau of Nutrition Programs and School Transportation

Your name _____

Title _____

Phone () _____

Agreement # _____

Email _____

Mailing Address:

School/
Organization _____

Street _____

City _____ IA Zip _____

Your Request:

Loan # and Material title (s) (Please include both):

Include information of other titles of interest as a possible choice if the requested materials are not available.

Date(s) of use _____

Alternate date(s) _____

Group(s) to be trained _____

Approximate size of group(s) _____

Mail to: Mary Jo Clark
Bureau of Nutrition Programs and
School Transportation
Grimes State Office Building
400 E. 14th Street
Des Moines, IA 50319-0146

Or FAX to: Mary Jo Clark at 515-281-6548

If you have questions, please call Mary Jo at 515-281-4751 or e-mail: maryjo.clark@iowa.gov